

JOB PERFORMANCE CATALOG
For

BOILER INSPECTOR 2
and

BOILER INSPECTOR 1 flexing to
Boiler Inspector 2 positions

To be used for developing Job Performance Plans
effective September 1, 2010

BOILER INSPECTOR 2

Major Job Responsibilities

- 2442. Initial Internal/External Registration Inspection of Boilers and Unfired Pressure Vessels
- 2443. Periodic Re-inspection of Boilers and Unfired Pressure Vessels
- 2444. Consultation with Owners/Users and Repair Contractors on Repairs and Alterations
- 2445. Shop Inspections
- 2446. Secondhand Boiler and Pressure Vessel Inspections
- 2447. Accident Investigations
- 2448. Public Relations

Note for employees in the flexibly staffed class of Boiler Inspector 1:
In order to receive an overall rating of "good" or better on the formal performance evaluation, the employee must achieve a passing grade of 70% or higher on the National Board of Boiler and Pressure Vessel Inspectors' examination and obtain a Tennessee Certificate of Competency as boiler inspector within the first year of employment.

2442. Initial Internal/External Registration Inspection of Boilers and Unfired Pressure Vessels

- 2442A. Always thoroughly and accurately completes initial registration inspections of all new or reinstalled boilers and unfired pressure vessels to insure compliance with established safety standards.
- 2442B. Conducts all inspections in accordance with procedures adopted in the State Boiler Law, Rules, and Regulations.
- 2442C. Resolves all problems or questionable points appropriately before filing the first report of inspection with Nashville Office.
- 2442D. Always completes inspection reports accurately, including fees to be assessed. When violations or unsafe conditions are noted, makes suitable recommendation for corrective action.
- 2442E. Effectively witnesses the hydrostatic test on all reinstalled secondhand boilers and pressure vessels.
- 2442F. Always faithfully follows all rules applicable to personal safety of the boiler inspector.

2443. Periodic Re-inspection of Boilers and Unfired Pressure Vessels

- 2443A. Conducts all inspections in accordance with procedures adopted in the State Boiler and Pressure Vessel Codes.
- 2443B. Always correctly identifies unsafe conditions on boilers and unfired pressure vessels that represent an imminent danger, and immediately takes appropriate action.
- 2443C. Always brings problems of a preventative maintenance nature to the attention of the owner/operator, and makes sound recommendations for improvements.
- 2443D. Always completes inspection reports accurately, including the fee assessment section. When unsafe conditions or code violations are noted, makes sound recommendations for corrective action.

2443E. Always follows all rules applicable to personal safety of the boiler inspector.

2444. Consultation with Owners/Users and Repair Contractors on Repairs and Alterations

2444A. Consultation service is always provided to owner/users and repair contractors to approve and accept proposed plans for repairs and alterations.

2444B. Ensures that plans for repairs and alterations are always in accordance with procedures adopted in the State Boiler Law, Rules and Regulations.

2444C. Always makes and properly documents required inspections during progress of repair and alterations to insure compliance with State Boiler Code.

2444D. Always makes and properly documents final acceptance inspections, including the witnessing of a hydrostatic test when necessary, of repairs and alterations affecting the strength of boilers and vessels.

2444E. Always assures that repair contractor completes and files the "Report of Welded Repairs" in accordance with State Boiler Law.

2445. Shop Inspections

2445A. Always assures that manufacturer has a valid ASME Certificate of Authorization applicable to scope of fabrication planned.

2445B. Always completes the duties and responsibilities of the Authorized Inspector in accordance with the procedures adopted in the State Boiler and Pressure Vessel Law.

2446. Secondhand Boiler and Pressure Vessel Inspections

2446A. Always conducts secondhand boiler and pressure vessel inspections in accordance with procedures adopted in the State Boiler and Pressure Vessel Law.

2446B. Always completes inspection reports accurately, including fees to be assessed. When unsafe conditions or code violations are noted, makes sound recommendations for corrective action.

2447. Accident Investigations

- 2447A. Immediately responds to reports of all boiler and pressure vessel accidents with an on-site inspection.
- 2447B. Always notifies Nashville office of all accident reports prior to on-site inspection.
- 2447C. Accurately determines the cause of the accident and always makes an appropriate recommendation to prevent re-occurrence.
- 2447D. Talks with and obtains the written statements of all available witnesses.

2448. Public Relations

- 2448A. Enhances the department and State's image by dealing with boiler and pressure vessel owners, operators, manufacturers, and repair contractors in an equitable, courteous, and professional manner.
- 2448B. Effectively communicates with owners, operators, manufacturers, repair contractors, and others and consistently elicits their support and cooperation.
- 2448C. Willingly shares information relevant to other agencies or departmental programs.